



The Blue Coat School

www.blue-coat.oldham.sch.uk

Proud to be part of the Cranmer Education Trust

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9th June, 2020

Dear Parents and Carers,

I hope that you and your families are safe and well.

I am writing to provide the details of how we aim to open Blue Coat for the return of more pupils in Years 10 and 12 to school from Monday, 15th June 2020. This is in addition to continuing to be open for the children of key workers and our vulnerable pupils who are already attending.

From Monday, 15th June all Year 10 pupils will be invited to school for one 4-hour session per week. The face-to-face sessions will start at 8.45am and finish at 12.45pm. The sessions will be offered in the core subjects as follows:

- Week beginning 15th June – Maths
- Week beginning 22nd June – Science
- Week beginning 29th June – English
- Week beginning 6th July – Humanities
- Week beginning 13th July – MFL

Due to the restrictions on how many pupils we are allowed on site per day, and the complexities of incorporating social distancing into our classrooms and movement arrangements, this is the only provision we can offer. Other subjects will continue to set work remotely as they have been doing throughout the pandemic.

From Monday, 15th June all Year 12 pupils will be invited to school for one 4-hour session in each of their A-Level subjects. The face-to-face sessions will start at 9.00am and finish at 1.00pm. This means that in the final five weeks of term, each Year 12 pupil will be invited to Blue Coat for three face-to-face sessions. To ensure social distancing and to limit the mixing of different groups of young people, each pupil will never be asked to attend more than one session per week.

How will I know which day my son/daughter should attend?

Pupils should only attend school on the days which they are invited. Please be advised, that the day our young people are invited to school may differ each week. Parents will be sent a message via MyEd which outlines the timetable for your son/daughter for the weeks ahead. The message will also outline which classroom they must go to on their arrival.



The days and classrooms / groups that have been allocated cannot be changed. This has been carefully constructed to ensure the pupils get the appropriate support they need and also to limit the exposure pupils have to different groups of pupils each week. This information will be sent to parents of Year 10 and 12 pupils on Thursday.

Does my son/daughter have to attend?

We have completed a thorough and robust risk assessment that follows the latest health and safety guidance. We have made the school as safe as we can and are confident the relevant protective measures are in place. The decision if you decide to send your son/daughter to school is now your own.

From Monday, we have to report the attendance of pupils in Years 10 and 12 to the DfE. Some pupils will simply be unable to attend. They may be ill, have a family member in the same household who is ill, or may well be shielding themselves or another person they live with. The restrictions that are still in place may also make it impossible for some pupils to get to Blue Coat even if they are desperate to do so, and some of our young people and their families may still feel anxious about returning to school.

We will authorise the absence of any pupil in Year 10 or 12 who is unable to attend for the reasons outlined above. As we have to report this information, we ask that you report any pupil absence in Year 10 and 12 via the usual communication processes – MyEd or by phoning student services. Please note that with many of our support staff still working from home, it is much easier to monitor and respond to messages that are sent via MYEd.

If your son/daughter has been invited to school and they don't arrive, you will receive an absence monitoring phone call as per normal. If we know in advance that your son/daughter is not attending, then there will be no need to contact you. Could I please ask that you let us know in advance if your son/daughter **will not be attending**.

The face-to-face sessions will provide an opportunity for pupils and staff to consolidate learning from the past 9 weeks. We have explored filming these sessions for pupils who unable to attend but unfortunately from a logistical perspective, this is not possible.

The work set and the resources used during the face-to-sessions will be made available for pupils who can't attend on Bloodle. Teaching staff will also include common questions asked by pupils during the face-to-face session and address any common misconceptions. Teaching staff will then arrange a catch-up session for pupils who are unable to attend via the chat function on Bloodle or Microsoft Teams. This will give all pupils in Years 10 and 12 the opportunity to speak to a member of staff and discuss any questions or concerns they have in their relevant subjects.

Arrangements for Arrival

We have tried to stagger the arrival times of pupils in Years 10 and 12 but acknowledge that the buses make this very difficult. Year 10 pupils need to be in classrooms ready for their face-to-face sessions to begin at 8.45am. Year 12 need to be in classrooms ready for their face-to-face sessions to begin at 9.00am. Where possible, if pupils in Year 12 could arrive between 8.45am – 9.00am, this would be greatly appreciated.

To further support a staggered arrival of pupils, we will open the school from 8.00am. Pupils can arrive in advance of their face-to-face learning sessions and will be directed to their classroom, where they can wait for their session to start. If as parents /carers you can make arrangements for your son/daughter to arrive a little earlier, again this would be greatly appreciated as it will allow us to manage the flow of pupils onto the school site.



The school buses are running as normal in the mornings. However, please be advised that the guidance is that pupils should walk or cycle to school where possible. Location makes this impossible for many of our young people, but it is advised that public transport is used as a last resort. If any pupils do use public transport to travel to school, they must wear a face covering whilst traveling as per the latest advice and guidance. Please be advised that social distancing measures are in place on school buses, so they are running with a reduced capacity.

We have requested that the buses leave at 1.10pm at the end of each day. As of yet the bus companies have not confirmed this. Hopefully they will be able to accommodate this request to support the 12.45pm/1.00pm finish. If they can't and your son/daughter relies on the school bus to get home, please send them to school with a packed lunch. They will be able to eat their lunch in their classroom and should bring some additional work that they can complete in the afternoon. They will then be dismissed to catch the school bus at 3.20pm. I will let you know once the bus companies have confirmed either way – trust me, this is not due to a lack of chasing an answer!

The guidance is that pupils should walk or cycle to school where possible. Pupils who cycle to school will be able to store their bikes in the sports hall for safekeeping. If you are going to drop your son/daughter off at school, can I request that you drop them off away from the school site, at a place that is safe and allows them to walk the remainder of their journey. We will **not** be allowing parents to drive onto the school site to drop pupils off or to pick them up.

How we will keep the pupils safe

We have painted lines that are 2 meters apart on the school drive, and also on the pavements outside the school. The pupils will use these lines to queue to access the school site. There will be a staff presence to support this. As the pupils make their way up the drive, they will come to a hand sanitizing station. As they are cleaning their hands, they will be registered, and a member of staff will also check that they know which classroom they are going to. The pupils will then follow a clearly specified route to their classroom for the day.

Due to the social distancing measures in classrooms, the pupils will never be in groups of more than 9 pupils. They will also stay in the same classroom for their face-to-face session, so that we can reduce movement across the site. The pupils will also have the same teacher for the face-to-face session, apart from in a small number of subjects where they may have different teachers for different parts of the course. All our classrooms have been carefully measured and organised to ensure that all pupils and staff are always at least two meters away from each other. All sessions will take place in well ventilated rooms and air conditioning will be turned off.

We have also created one-way systems in our corridors and buildings and have tape in our corridors to enforce the 2-meter spacing rule. Year 10 pupils will alternate between using the AK and MM buildings each day. This means we can give the classrooms a thorough clean the following day, before the next group of pupils needs to use any classroom. Year 12 will use the BC building, and we will alternate the floor we use each day, so again each classroom can be cleaned before another group of pupils uses it.

As pupils arrive at the building they will be based in for the day, they will clean their hands once more. Pupils will also clean their hands every time they enter or leave a classroom. Our classrooms are all equipped with cleaning equipment if it is needed, and there are displays in each room about effective personal hygiene. We will also have a member of staff supervising each floor of the buildings we are using so we can guarantee that pupils only use the toilet one at a time if needed, and that they are following our instructions about distancing and hygiene. All toilets are



equipped with soap dispensers and paper towels and pupils will be required to wash their hands before they leave the toilets.

I have also asked the Directors of Learning for Years 10 and 12 to make a short video/assembly for pupils so that they can see for themselves how the arrangements will work. This will be set for pupils in Years 10 and 12 to watch as a homework on Bloodle this week. Could you please make sure that they watch it and if possible watch it with them?

Break and Lunchtime

The pupils will each get a twenty-minute break on the days they are in school as normal. This break will be staggered so we can control the movement of pupils around school and enforce distancing requirements. Groups of pupils will be escorted to the back pitch by members of the senior leadership team. The restaurant will not be open at break. If pupils would like a snack or drink at breaktime, they will need to bring their own. The water fountains have also been disabled in the school building so pupils will have to bring their own drink with them each day. We recommend that all pupils bring at least one bottle of water

We will also not be opening the restaurant at lunchtime. Getting a limited number of pupils to access a complex site like Blue Coat safely is challenging enough, without the added complications of providing lunch, which is why we are finishing at 12.45pm / 1.00pm. Pupils who are entitled to a Free School Meal will be able to order a grab bag as they register in the morning, which will be made available for them as they leave. We will also continue to provide Free School Meal vouchers to families just as we have throughout this pandemic.

Uniform

Year 10 pupils will be expected to be in full uniform and Year 12 pupils should follow the 6th Form dress code as normal. For safeguarding purposes, 6th Form pupils must also wear their lanyard. As pupils will only be in for a maximum of one day per week, we recommend that shirts, jumpers, trousers and skirts are washed before their next visit to school. Blazers, jackets and ties should all be aired and rested before they are worn again.

We also expect pupils to arrive fully equipped and with their school bag. They should all arrive with their books for the relevant subject; a pen, pencil and ruler and any subject specific equipment ie. a calculator. Any food/drink or face coverings that are worn on the way to school should also be stored in their school bag.

Face Masks

We are following SAGE advice that face masks are not necessary or recommended in schools for pupils or staff. You may wish your son/daughter to wear a mask or face covering whilst they are travelling to school, but this must be removed and put in their school bag before they enter the school site. If masks are not worn and disposed of correctly, they can become a hazard in themselves.

Expectations of pupils

We have the highest expectations of our pupils at all times and this is no different. We expect our young people to follow our normal school rules whilst they are in school and on their way to and from it. We have also made an addendum to our behaviour policy in light of Covid-19 which is displayed on the school website. Can I please ask that all parents/carers read it.



Finally

Please only send your son/daughter to school if they are fit and well. Do not send them in if:

- **They have any symptoms of coronavirus (a high temperature, a new continuous cough or a loss or a change to your sense of taste or smell).**
- **They are waiting for a coronavirus test result.**
- **They have tested positive for coronavirus.**
- **They live with someone who has tested positive for coronavirus or has any of the symptoms.**
- **They have been told to isolate under track and trace guidance.**

We are really looking forward to welcoming more pupils back to school. In fact, we wish we could welcome more pupils and additional year groups back, but we simply can't yet as the guidance doesn't permit it. We will do this though, when it is safe to do so.

Hopefully you will be reassured by the information above. I apologise for the length of this letter but it is important that you have the relevant information in detail. Hopefully you will see that we have done everything we possibly can to make the school site as safe as possible and to welcome some of our young people back to school.

We send all our families our very best wishes and looking forward to seeing you all again in the future.

I hope that you all continue to stay safe and well.

God Bless.



Mr R. Higgins
Headteacher
The Blue Coat School

